



Board of Trustees Meeting Minutes

Upper Arlington Public Library

Tuesday, April 15, 2025 at 5:00 PM

@ 2800 Tremont Road - Meeting Room B

In Attendance

Present:

Members: Kevin Fix, Susan Ralph, William Shkurti, John Yesso, Kate Hare, Peter Hahn, Matthew Courser

Also Present: Beth Hatch, Director; Kate Porter, Assistant Director; Greg Ramage, Director of Support Services; Lori Piergallini, Fiscal Officer; Julie Whitt, Human Resources Manager; Jen Jimison – Executive Assistant; Christine Minx, Marketing & Communications Manager; Jen Faure, Community Relations Manager

Guests: Jane Federer, Elizabeth Neal, John Novah, Stephanie Cofer, Jody Casella

Call Meeting to Order

The meeting was called to order at 5:00p.m.

Consent Agenda

The consent agenda included excused absences, the Minutes from the March Board of Trustees meeting minutes and the March Donations Resolution included here.

RESOLUTION 09-25 **MARCH DONATIONS**

BE IT RESOLVED, That the Board of Trustees of the Upper Arlington Public Library acknowledges and accepts into the fund listed below the following donations with sincere thanks:

Amount	Fund	Annual Report Name	Campaign
\$ 50.00	130 - General Fund	Annie Yano	Library Giving Day
\$ 20.60	130 - General Fund	Carolina Ricco Pereira	
\$ 51.50	130 - General Fund	Erik Booth	In Memory of Mary J. Cooper
\$ 257.50	130 - General Fund	George Radcliffe	FOUR Maebel
\$ 51.50	130 - General Fund	Jane Belt	Library Giving Day
\$ 25.75	130 - General Fund	Anonymous	Library Giving Day
\$ 25.00	130 - General Fund	Jeanine Hummer	
\$ 1,000.00	250 - Restricted Fund	Jodi Patton	Lane Road Youth Improvements Project
\$ 25.75	130 - General Fund	Katie Laux	FOUR Maebel
\$ 41.20	130 - General Fund	Marshall & Elizabeth Hill	FOUR Maebel
\$ 25.75	130 - General Fund	Patricia Connor	Library Giving Day
\$ 50.00	130 - General Fund	Rose and Ronald Solomon	Library Giving Day
\$ 103.00	130 - General Fund	Sarah Walker	Library Giving Day

\$ 2,500.00	250 - Restricted Fund	The Columbus Foundation/Elaine Buck	Lane Road Youth Improvements Project
\$ 4,227.55	Total		

SIGNATURE SHEET

Resolution No. 09-25

4/15/2025

Upon the motion of Trustee Susan Ralph, seconded by Trustee William Shkurti to accept donations listed fo March:

Voting:

Kevin Fix, President	Aye
Susan Ralph	Aye
William Shkurti	Aye
John Yesso	Aye
Kate Hare	Aye
Peter Hahn	Aye
Matthew Courser	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

CERTIFICATION

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon by the Upper Arlington Public Library Board of Trustees, Upper Arlington, Ohio on the above-noted date.




Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

Public Comments: President Kevin Fix welcomed guests.

During the public comment period Upper Arlington resident Jane Federer shared her thoughts regarding the Annual Report for the Library. She also inquired about the Board members' email addresses.

Resolution To Thank Kate Porter for her Outstanding Service to the Upper Arlington Public Library

Board of Trustee President Kevin Fix read the Thank You resolution to Kate Porter for her outstanding service and retirement.

Resolution To Thank Kate Porter for her Outstanding Service to the Upper Arlington Public Library

***WHEREAS**, Kate Porter, who most recently served as Assistant Director, is retiring on May 2, 2025, after twenty-six years of devoted service to the Upper Arlington Public Library; and*

***WHEREAS**, Kate began her impactful career at the Library in September 1998 as Head of Circulation, later becoming Manager of Media Services in April 2003, and advancing to Assistant Director in May 2006; and*

***WHEREAS**, throughout her tenure, Kate played an integral role in key initiatives and transformations at the Library, including the 2008 renovation of the Miller Park branch, the Library's migration to a new integrated library system, and its entry into the Central Library Consortium in 2014; and*

***WHEREAS**, in July 2016, Kate established the Library's Passport Acceptance Facility, designing a robust training and shadowing program that has provided exceptional service under her leadership. In 2019, the Library was recognized with the National Acceptance Facility of the Year Award by the National Awards Program for Passport Acceptance Facilities and Acceptance Agents, a testament to Kate's vision and commitment; and*

***WHEREAS**, Kate's leadership style, grounded in positivity and encouragement, has inspired a culture of adaptability and innovation, often exemplified by her signature phrase, "Let's give it a try," as she championed new ideas and embraced change; and*

***WHEREAS**, known for her can-do spirit, Kate has supported every department of the Library over the years, always willing to jump in wherever needed—even behind the wheel of the Library van in the July 4th parade; and*

***WHEREAS**, Kate's deep institutional knowledge and resourcefulness have made her a go-to colleague. If someone had a question, the answer was often, "Ask Kate"; and*

***WHEREAS**, beyond her professional expertise, Kate is celebrated for her love of international travel, European history, and film—always planning her next adventure and generously sharing travel tips with others;*

***NOW, THEREFORE, BE IT RESOLVED**, that the Board of Trustees of the Upper Arlington Public Library does hereby recognize and sincerely thank Kate Porter for her outstanding service, dedication, and many contributions to the Library and the Upper Arlington community.*

***BE IT FURTHER RESOLVED**, that this resolution be recorded in the minutes of the Board and presented to Kate Porter in appreciation and celebration of her remarkable career, on this 15th day of April, 2025.*

Assistant Director's Report

The Assistant Director thanked the Board and Staff for their kind words and support.

Director's Report

The Director first thanked Kate Porter for all her hard work and wished her all the best in her retirement. The Director then reviewed the status of the Public Library Fund and the State Budget. She also congratulated Brittany Harrison on becoming the new Manager for the Lane Road Branch. The Director discussed all the community events the Library is part of and proposed the Library not participating in the 4th of July Parade this year. The Board recommended taking it to the staff and seeing what their thoughts are. Lastly she reviewed the 1st quarter Staffing Report noting the anticipated staffing changes in the next quarter.



Director's Report

We build connections that make lives better.

Public Library Fund

The Ohio House Finance Committee had originally proposed a significant and concerning change to the Public Library Fund (PLF) distribution formula—shifting to a per capita model and converting library funding from a percentage to a line-item appropriation. This change would have resulted in major funding cuts for 39 counties and reduced overall PLF funding by \$100 million compared to the Governor's proposal.

In response, the Board and I worked quickly to activate our advocacy efforts, reaching out to our legislators and engaging community partners to voice opposition to these changes. Thanks to the collective advocacy of public libraries and supporters across the state, these efforts were successful: the omnibus amendment to Substitute House Bill 96 reinstated a distribution formula that ensures no public library in Ohio will face a funding cut.

This afternoon, the House Finance Committee voted HB 96 out of committee along party lines, following the adoption of the 1,018-page omnibus amendment. While the Ohio Library Council (OLC) is still reviewing the full language of the bill, it's clear that some PLF-related provisions were restored. However, the bill continues to repeal the dedicated percentage model (1.7% or 1.75%) from the General Revenue Fund. Moving forward, PLF funding will be issued as a direct appropriation administered by the Department of Taxation.

Appropriations have been set at:

\$490 million in FY26

\$500 million in FY27

For Franklin County, this results in an increase of \$974,361 over the biennium, which is up to \$30,000 per year in additional revenue for UAPL.

While this is a reduction from what would have been received for Franklin County under the original per capita-based formula, it preserves current funding levels, which is a major win given the initially proposed cuts.

Once OLC receives the final bill language and the complete appropriations spreadsheet from the Legislative Service Commission, they will provide further analysis. We will continue to monitor and advocate to ensure stable and equitable funding for all Ohio public libraries.

Congratulations to Our New Lane Road Manager

We are excited to share that Brittany Harrison, currently serving as Public Services Manager in our Youth Department at Tremont, will be transitioning to the role of Lane Road Manager. Brittany brings over 11 years of management experience to her new role. She previously served as a Youth Services Manager both at Columbus Metropolitan Library and Southwest Libraries before joining UAPL. We are in the process of finalizing a transfer date for Brittany as we prepare for the reopening of Lane Road as well as working to fill her current position.

**Upper Arlington Public Library
1st Quarter 2025 Staffing Report**

2025 Personnel Costs vs. Budget

Quarter	Budget	Actual Expenditures	% of Budget
1 st	\$5,219,194.26	\$1,196,202.36	23%

1st Quarter Vacancy Rate

As of March 31, 2025, we have 108 permanent positions and 7 open positions for a vacancy rate of 6.48%.

1st Quarter Turnover

Our 1st quarter turnover rate was 5.9%. This percentage was based upon 6 position vacancies by resignation.

Staff Resignations	Transfers	Net Change in Number of Positions	New Hires
6	0	-2	6

Positions unfilled as of 3/31/2025:

- Branch Associate – Lane Road PT (4 positions)
- Branch Associate – Miller Park PT
- Lane Road Manager - FT
- Programmer – Miller Park PT

Vacancy Rates by Quarter / Open Positions / Turnover

1st Quarter Comparisons								
Year	2017	2018	2019	2020	2021	2022	2023	2024
Vacancy Rate	2.56%	3.36%	2.50%	2.48%	21.01%	7.76%	5.22%	6.25%
Open Positions	4	4	3	3	25	9	6	7
Turnover	3.6%	6.3%	4.3%	2.7%	5.2%	6.7%	3.7%	8.4%

Anticipated Staffing Changes in the Next Quarter

Our Lane Road Manager, Pam Cole, has left her position. Our Youth Department Manager, Brittany Harrison, has been selected to fill this role. We have posted Brittany's position and will be working to transition Brittany to her new role as we get closer to the Lane Road re-open date.

Our vacancy rate is slightly higher due to the vacant Lane Road Branch Associate positions. We anticipate filling four open Branch Associate positions in late spring so that staff can be trained and ready to start upon the reopening of the branch.

Sara Coles, currently Customer Service Manager at Tremont, has accepted the position of Patron Services Manager upon Kate Porter's retirement.

Finance Committee

There was no meeting in April. Fiscal Officer Lori Piergallini reported that the audit has been completed and Library passed.

SIGNATURE SHEET

Trustee John Yesso made a motion to pass the March Financial Reports. Trustee Matthew Courser seconded the motion.

Voting:

Kevin Fix, President	Aye
Susan Ralph	Aye
William J. Shkurti	Aye
John Yesso	Aye
Kate Hare	Aye
Peter Hahn	Aye
Matthew Courser	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

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Lori M. Piergallini, Fiscal Officer
Upper Arlington Public Library
Upper Arlington, Ohio

Operations Committee

There was no April meeting, Chairperson Susan Ralph reported that she and Director Beth Hatch presentation for United Arlington and receive wonderful feedback from the group.

President's Report

The President had nothing to report.

EXECUTIVE SESSION TO PREPARE FOR COLLECTIVE BARGAINING STRATEGY

SIGNATURE SHEET

Upon the motion of Trustee William Shkurti, seconded by Trustee Peter Hahn, the Board entered into an executive session.

Roll Call Vote:

Kevin Fix, President	Aye
Susan Ralph	Aye
William J. Shkurti	Aye
John M. Yesso	Aye
Kate Hare	Aye
Peter Hahn	Aye
Matthew Courser	Aye

Upper Arlington Public Library Board of Trustees
Upper Arlington, Ohio

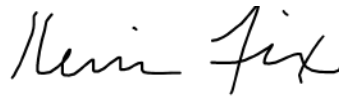
Adjournment

Trustee Matthew Courser made a motion to adjourn the meeting. Trustee John Yesso seconded the motion.

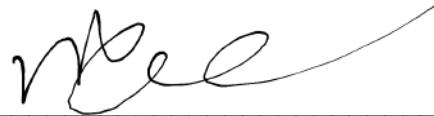
Voting:

Kevin Fix, President	Aye
Susan Ralph	Aye
William J. Shkurti	Aye
John M. Yesso	Aye
Kate Hare	Aye
Peter Hahn	Aye
Matthew Courser	Aye

The meeting was adjourned at 5:35p.m.



Kevin Fix, President



Matthew Courser, Secretary